

**STATUTORY DECLARATION UNDER 4(1) (b) RIGHT TO
INFORMATION ACT, 2005**

**INDRAPRASTHA NEW ARTS, COMMERCE & SCIENCE COLLEGE,
BATCHELOR ROAD, NALWADI, WARDHA**

1. The particular of the organization, function and duties.
-Indraprastha New Arts, Commerce & Science College, Wardha
-Imparting education to all categories of students
-To ensure quality education to all categories of students
2. The Powers and duties of its Officers and Employees
-As provided in the University Act
3. The procedure followed in the decision making process, including channels of supervision and accountability.
-Various committees are formed for preparing draft resolution, however, the final authority and accountability rests with the Principal of the College.
4. The Norms set by it for the discharge of its functions.
-Through the regular sittings of the committees under the supervision of the Principal.
5. The Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.
-University Act and directions issued by RTM Nagpur University from time to time.
6. A statement of the categories of documents that are held by it under its control.
-University Act and directions issued by RTM Nagpur University from time to time.

7. The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

-A College Development Council representing the member of the public is formed for the formulation of Policies.

8. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

-Several committees are formed for governing the college and the meetings and minutes of such meeting are accessible for public.

9. A directory of its officers and employees.

-Principal, Mr Gajanan Gawande and any other employee as determined by the Principal.

10. Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.
11. The budget allocated to each of its agency, indicating the particulars of all plans proposed expenditures and report on disbursements made.
12. The manner of execution of subsidy programs, including the amounts allocated and the details beneficiaries of such programs.
13. Particular of recipients of concession, permits or authorizations granted by it.
14. The particulars of the facilities to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.